

# Dept. of Justice Facts – FY '12

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## General Information

**Address:** Hoover Building  
1305 East Walnut Street  
Des Moines, IA 50319

## Workforce Data (unless otherwise noted, information provided is at the end of FY '12)

|               |             |                    |                                  |
|---------------|-------------|--------------------|----------------------------------|
| # FT EEs: 243 | # PT EEs: 3 | # Temporary EEs: 3 | Average Length of Service: 13.40 |
|---------------|-------------|--------------------|----------------------------------|

|                        |  |
|------------------------|--|
| Span of Control: 12.74 | Total Unemployment Insurance Claims: 3 |
|------------------------|--|

| Employee Age Groups         |    |       |    | Supervisor Age Groups         |   |       |    | Females                          |        | Males                            |        |
|-----------------------------|----|-------|----|-------------------------------|---|-------|----|----------------------------------|--------|----------------------------------|--------|
| <25                         | 1  | 45-54 | 63 | <25                           | 0 | 45-54 | 5  | # of Females:                    | 141    | # of Males:                      | 102    |
| 25-34                       | 42 | 55-64 | 74 | 25-34                         | 1 | 55-64 | 10 | % of WF:                         | 58.02% | % of WF:                         | 41.98% |
| 35-44                       | 56 | 65+   | 7  | 35-44                         | 1 | 65+   | 2  | Average Age:                     | 46.21  | Average Age:                     | 49.92  |
| Employee Average Age: 47.77 |    |       |    | Supervisor Average Age: 54.90 |   |       |    | Average Length of Service: 12.89 |        | Average Length of Service: 14.12 |        |

| Minorities                 |       | Non-minorities             |        | Breakout of Minorities  |   | Did Not Respond            |       |
|----------------------------|-------|----------------------------|--------|-------------------------|---|----------------------------|-------|
| # of Minorities:           | 13    | # of Non-minorities:       | 227    | # African-American:     | 4 | # of "did not respond":    | 3     |
| % of Workforce:            | 5.35% | % of Workforce:            | 93.42% | # Asian/Pacific Island: | 2 | % of Workforce:            | 1.23% |
| Average Age:               | 42.94 | Average Age:               | 48.04  | # Am. Indian/Alaskan:   | 1 | Average Age:               | 47.92 |
| Average Length of Service: | 10.31 | Average Length of Service: | 13.60  | # Hispanic or Latino:   | 6 | Average Length of Service: | 12.11 |

| Persons With Disabilities       |       | Persons With No Disabilities       |        | Did Not Respond            |       |
|---------------------------------|-------|------------------------------------|--------|----------------------------|-------|
| # of Persons With Disabilities: | 3     | # of Persons With No Disabilities: | 221    | # of "did not respond":    | 19    |
| % of Workforce:                 | 1.23% | % of Workforce:                    | 90.95% | % of Workforce:            | 7.82% |
| Average Age:                    | 58.19 | Average Age:                       | 47.29  | Average Age:               | 51.63 |
| Average Length of Service:      | 23.32 | Average Length of Service:         | 12.97  | Average Length of Service: | 16.94 |

|  |   |                                    |  |
|--|---|------------------------------------|--|
| Officials/Administrators<br>EEO Category 1: 25 | Professionals<br>EEO Category 2: 179          | Technicians<br>EEO Category 3: 1   | Protective Service: Sworn<br>EEO Category 4: 0 |
| Protect. Serv.: Non-Sworn<br>EEO Category 5: 0 | Administrative Services<br>EEO Category 6: 37 | Skilled Craft<br>EEO Category 7: 0 | Service/Maintenance<br>EEO Category 8: 0       |

|                        |                     |                    |                 |
|------------------------|---------------------|--------------------|-----------------|
| Separation Rate: 3.74% | Hire Rate: 4.99%    | Number Hires: 11   | Transfer In: 1  |
| Retirements: 1         | All Terminations: 0 | Voluntary Quits: 8 | Transfer Out: 0 |

|                            |  |                    |  |
|----------------------------|--|--------------------|--|
| # of Classes Used: 41      | Most Populous Classes: Assistant Attorney General 3 (92), Assistant Attorney General 1 (25), Assistant Attorney General 2 (14) |                    |  |
| Separations - By Class:    | Legal Secretary 2 (5), Asst Attorney General 2 (2), Asst Attorney General 3 (1), Paralegal (1)                                 |                    |  |
| # Eligible for Retirement: | 74 in next 5 years   | % Eligible: 30.45% |  |

## Leave and Benefits (unless otherwise noted, information provided is at the end of FY '12)

|  |   |  |  |  |
|--|---|--|--|--|
| Vacation Payouts:<br>\$56,800.96               | Sick Leave Payouts:<br>\$2,000.00             | Annual Payroll:<br>\$20,263,550.71       | Avg. Base Salary:<br>\$83,484.54   | Overtime Days Worked:<br>1.3   |
| Overtime Cost:<br>\$410.49                     | Reassignment Pay:<br>\$0                      | Recruitment Bonus Pay:<br>\$0            | Retention Pay:<br>\$0  | Exceptional Job Performance Pay:<br>\$0  |
| Vacation Pay - Earned<br>Value: \$1,589,930.30 | Vacation Days Earned:<br>4,815.0              | Vacation Used Expense:<br>\$1,542,628.94 | Vacation Days Taken:<br>4,605.6  |  |
| Sick Leave Days Earned:<br>4,022.5             | Reg. Sick Leave Used Expense:<br>\$400,743.61 | Reg. Sick Leave Days Used:<br>1,500.4    | Converted Sick Leave To Vacation Days Used:<br>585.5   |  |
| Sick Leave -Earned<br>Value:<br>\$1,217,035.04 |   | Avg. Sick Leave Days Per EE:<br>6.17     | Converted Sick Leave To Vacation Used<br>Expense:<br>\$230,197.92  |  |
| Injury Leave Used<br>Expense:<br>\$0           | Injury Leave Days Used:<br>0                  | Classification Appeals:<br>0             | <b>Reclassifications</b><br>Up (Filled): 8<br>Up (Vacant): 1<br>Down (Filled): 1<br>Down (Vacant): 0<br>Lateral (Filled): 0<br>Lateral (Vacant): 0<br>Approx. Annual New Cost of<br>Reclassified Positions:*<br>\$124,976.80 | <b>Grievances</b><br>Contract Grievances: 1<br>Disciplinary: 0<br>Language: 1<br>Non-Contract Grievances: 0<br>Disciplinary: 0<br>Language: 0<br>Arbitrations: 0 |
| Funeral Leave Used<br>Expense:<br>\$23,454.10  | Funeral Days Used:<br>65.5                    | Extraordinary Pay:<br>\$0                |  |  |
| Jury Leave Used<br>Expense:<br>\$1,280.36      | Jury Leave Days Used:<br>5.8                  | Special Duty Pay:<br>\$0                 |  |  |
|  |   |  |  |  |

\* based on difference between average of old and new pay grade FY '12. Vacancies and laterals were not calculated into the "cost."

Sources: Data Warehouse Queries; "Just the Facts for FY12" Almanac; Department of Management; DAS-HRE Labor Relations Team.

Date of Completion: December 2012